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15 November 1961

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MEMORANDUM FOR:

[Redacted]

Per your request there is submitted herewith estimated support requirements for Agency helicopter service.

Office of DD/S

[Redacted]

The immediate Office of the Deputy Director (Support) would find this service useful between the new building, the Pentagon, and downtown. We would also find such service useful between the new building and [Redacted]

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Audit Staff
Medical Staff
ADP Staff

None
None

General Counsel

No specific requirement. Would like to see service from Airport to new building. Legislative group would find such service extremely useful from new building to State Department or downtown. No specific requirement in terms of numbers or frequencies.

Office of Training

[Redacted]

Would like one round trip daily from new building to National Airport. Numbers ranging from one or two, possibly ten to twelve people.

Office of Security
Comptroller
Communications

None
None

Please see attached memorandum from Deputy Director of Communications.

Office of Personnel

Would find service between new building and downtown useful.

Office of Logistics

Being worked up in Office of Logistics.

[Redacted]

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Attachment:

Memo to SA-DD/S fr DD/CO dtd 3 Nov 61, subject:
"Helicopter Service from Langley Headquarters"

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